



HAMILTON COUNTY
JOB OPPORTUNITY
AN EQUAL OPPORTUNITY EMPLOYER

Posting Number: J074
Date Posted: February 19, 2013
Deadline to Apply: March 29, 2013

POSITION: Juvenile Corrections Officer (Multiple Positions)

DEPARTMENT: Hamilton County Juvenile Court
LOCATION: Youth Center
2020 Auburn Avenue
Cincinnati, OH 45129
WORK HOURS: 40 Hours/Week (Various Shifts)
FLSA STATUS: Non-Exempt
SALARY: \$11.0883 per hour (High School Diploma)
\$11.4349 per hour (Bachelor Degree)

Listed below are the MINIMUM QUALIFICATIONS that must be met in order to be considered:

Must have a high school diploma, GED, or have at least one (1) year of full-time equivalent paid or volunteer experience in the direct provision of care to children. Must be physically able to provide individual and group control monitoring of residents' behavior. Must be at least 21 years of age.

Listed below are the PREFERRED QUALIFICATIONS of the department:

High school diploma or GED and more than one (1) year of prior work experience working with delinquent youth in the supervision of activities. Possession of a valid driver's and current auto liability insurance is preferred.

Listed below are the WORKING CONDITIONS of the department:

Climate controlled, secure correctional facility

Listed below is a brief summary of the JOB DUTIES:

Provide a safe and secure environment for residents, through active behavior management of residents' living arrangements within a unit setting to assure safety and well-being consistent with assessed risk levels. Physically participate in and successfully complete all required in-service training, including, but not limited to, CPR, First Aid, Response to Resistance techniques, etc.

Listed below is a brief summary of the KNOWLEDGE, SKILLS AND ABILITIES required for the position:

Must be able to organize Unit activities according to established priorities; observe, identify and closely monitor unusual or escalating behavior patterns; Must be able to comprehend complex legal issues and procedures related to official complaint filing process if working in the Clerk's Office; Must be able to take accurate phone messages; read, write and count in order to review Unit log entries; maintain written account of all extraordinary Unit activities during assigned shift and maintain resident count; Must be able to complete and file various documents according to Juvenile Court and Youth Center procedures if working in the Clerk's Office; Must be able to operate a walkie-talkie to maintain security of the facility and activate room monitoring panel and buttons; operate a personal computer; Must be able to use Juvenile Court Management System (JCMS) if working in the Clerk's Office; Must be able to assess and prioritize departmental needs and work independently, work effectively within time restrictions, and be detail oriented, well-organized and able to plan for and coordinate a variety of tasks; Must be able to use crisis intervention counseling skills to resolve situations (i.e. verbal altercations between residents), maintain confidentiality of residents' healthcare issues, good judgment and tact to communicate effectively with residents, families, co-workers and the public; Must be able to open, shut and lock doors of the Youth Center; Must be active and ambulatory to respond to need for supervision, monitoring and behavior management (i.e. responding to a fight between residents); physically participate in training and use approved physical intervention techniques when necessary; Must be able to physically activate room monitoring panel and buttons.

HOW TO APPLY FOR THE POSITION:

Apply IN PERSON or SEND your application to the following address:

Hamilton County Human Resources Department
138 E. Court Street, Room 707
Cincinnati, OH 45202

FAX your application to: (513) 946-4720

APPLY ON-LINE AT: <http://www.hamiltoncountyohio.gov/personnel/employmentapplication.asp>

NOTE: Applications for Hamilton County positions are considered public records under Ohio's Public Records Act. As a public record, applications maintained by the County are made available to any person requesting to view them.